



**Position Title:** Summer Lead Counselor  
**Department:** Recreation  
**Reports to:** Recreation Director  
**Salary:** \$14.75 per hour  
**Other Requirements:** Must work the full 7-8 weeks of the Summer

### **Summary**

Must have good role model attributes; enjoy working with children in small and large group settings. Should enjoy outdoor work and be able to physically participate in program activities.  
Must be available to work the full 7-8 weeks of summer.

### **Essential Functions**

Responsibilities include: monitoring children's safety, running daily events, sports, crafts, keeping a clean safe facility, first aid, supervision on field trips, mentoring volunteers.

Requirements:

- Upon hire, completion of First aid and CPR certification
- Ability to plan, organize and implement activities
- Ability to work as a member of a team
- Good role model behavior
- Strong organizational and communication skills
- Must be minimum of 16 years of age
- Supervises CIT's and writes their reviews
- Reviews any late arrivals for day or early departures. Meets bus or drop off. Assists students to/ from summer school classrooms to program
- Supervises outdoor daily theme activity
- Has responsibility of either the classroom activities or gymnasium activities including planning, inputting materials supply list and instructing staff on activities daily in the above mentioned activity.
- In charge of keeping either gymnasium or classroom area clean at all times.
- Assists Assistant Director/Director as needed

If you are interested in this position, please submit your resume/application online to:

[Jobs2@northreadingma.gov](mailto:Jobs2@northreadingma.gov)  
Subject line: Summer Counselor 2022

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Applications can be found at-

<http://www.northreadingma.gov/human-resources/pages/job-opportunities>